



Lebanese American University

**UNIVERSITY SCHOLARSHIP PROGRAM - V
AID-268-A-13-00004**

QUARTERLY PROGRESS REPORT

Report number 3

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Mr. Abdo Ghie

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IMPACT SUMMARY AS OF JUNE 2014

USP V - Year I PMP

Indicator Number	Activity	Indicator	Target unit	Rationale Behind Targets		Year I (Oct 2012 to Sep 2013)					
					Baseline	Target Year I	Q1	Q2	Q3	Q4	Achieved Year I
Standard Indicators											
1		Number of individuals from underserved and/or disadvantaged groups accessing tertiary education programs	scholars	As per agreement		54					
2		Number of individuals from underserved and/or disadvantaged groups trained as a result of USG Investments Involving Higher Education Institutions	scholars (Total)	As per agreement		54					
			Outside Beirut & Mount Lebanon Scholars	USAID guidance: at least 70% from outside Beirut & Mount Lebanon		38					
Life of Project Indicators											
3	Percentage of students with sustained academic average throughout the project lifetime as reflected in their cumulative GPA	Determines students commitment and effectiveness of academic advising	% of scholars	As per agreement	90%	70%					
4	Retention & Graduation Rates	Students willingness / ability to succeed in the program	Number of scholars	As per agreement	NA	95%					
5	Percentage of students graduating with a cumulative GPA above 3	Indicator of number of distinguished students	% of scholars	As per agreement	NA	80%					
6	Percentage of students assuming leadership roles at LAU	Measure success of student-training-student	% of scholars	As per agreement	80%	80%					
7	Percentage of admitted students prepared for the labor market	Measures student readiness to compete in the labor market	% of scholars	As per agreement	NA	95%					

8	Percentage of admitted students not enrolled in a graduate study program and employed 3-6 months after graduation from LAU	Measure correlation between academic majors, career services, experiential learning and internship opportunities	% of scholars	As per agreement	NA	70%						
Outreach: Advertisement and Production												
9	Design Application, Brochure, Website, poster...	Promotional Materials Developed	Number of Promotional Materials Developed		4	4	4	4				
10	Advertising in leading newspapers	USP V advertised in 3 newspapers	Number of Advertisement	4 in each of the three newspapers	12	12	3	10				
11	LAU personnel highlighting USP V during their appearances in Lebanese Radio & TV stations	Number of media appearances	Media appearances	Generate more publicity for USP V	1	1	1					
12	Distribute the USP V brochure to public high schools throughout Lebanon	USP V brochure distributed	Number of Brochures	Increase coverage and advertisement	7000	7000	96	9288				
13	Distribute the USP V brochure to public high schools throughout Lebanon	Number of Public Schools Receiving Brochures and promotional items	Public high schools	Promote USP V directly in schools	239	240	4	268				
14	Admissions officers distribute Admissions & F.A. applications	Number of applications distributed	applications	Facilitate the task of filling the application	4945	5000	63	6513				
15	Send electronic copies of the USP V brochure to LAU alumni & friends	USP V brochure sent electronically	LAU alumni & friends	USP III covered 15950 address	15949	15950	18396					
16	Promote USP V award in magazine, Alumni bulletin, president's report and Social Media	USP V Award promoted	LAU magazine, Alumni bulletin, president's report and Social Media	Promote USP V broadly	4	4	2					
Recruitment												
17	LAU Admission officers schedule meetings with public school principals & visit them & present USP V to their students	Number of public high schools visited	Public high schools	Promote USP V directly in schools	239	240	78	164				
		Number of public technical schools visited	Technical schools	Promote USP V directly in schools		30	1	59				

18		Number of Students attended LAU school visits	approximate number of students in the public school	Promote USP V directly in schools	USP III reached out to 17341 students	15000	6086	13556			
Career Counseling											
19	Organize a special career counseling workshop for the top interviewed candidates	Number of scholars attending the career counseling workshop	Number of scholars		108	120					
Orientation											
20	Invite scholars to a special multi-day orientation program given by the USP V:director/coordinator/faculty/ and staff and student mentors/orientation leaders	Number of scholars attending the multi-day orientation program	Number of scholars	The number of recipients of this award is 54	85	54					
21		Number of Orientation Sessions held for USP V Scholars	sessions	USP V specific orientation and LAU general orientation	2	2					
Housing and Other Facilities											
22	Admit Students to LAU Dorms or LAU sponsored housing	Number of Scholars admitted to student housing	scholars (Total)	as per the award	76	38					
Intensive English and Tutoring											
23		Number of Scholars admitted to intensive English - one semester	scholars (Total)	Estimate: same % of USP III	22	14					
24		Number of Scholars admitted to intensive English - two semesters	scholars (Total)	Estimate: same % of USP III	14	9					

PROGRESS SUMMARY

USP V - Year I Work Plan

Activities	Output	Status	Owner	Q1			Q2			Q3			Q4		
				Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014	Apr 2014	May 2014	Jun 2014	Jul 2014	Aug 2014	Sep 2014
Advertisement and Production															
Design new and comprehensive Admission and Financial Aid applications	Design completed	Completed	AVP EM	x	x	x									
Secure MEHE authorization to visit public schools and follow up on MEHE informative letter sent to schools	MEHE and public schools informed	Completed			x										
Advertise in leading newspapers and social media in Lebanon	Advertisement complete	Completed	AVP EM		x	x	x	x							
Develop a USP V brochure	USP V brochure developed	Completed	AVP EM	x	x										
Secure USAID concurrence on the advertising materials	USAID approval collected	Completed													
Schedule meetings with public school principals including technical schools, visit them, & present USP V to their students	Public high schools visited & USP V presented	Completed	Admission Offices		x	x	x	x	x						
Distribute Admission and FA applications to public schools	Admission & F.A. applications distributed	Completed	Admission Offices		x	x	x	x	x						
Distribute the USP V brochure to public high schools throughout Lebanon	USP V brochure distributed	Completed	Admission Offices		x	x	x	x	x						
Send electronic copies of the USP V brochure to LAU alumni & friends	USP V brochure sent electronically	Completed	AVP EM			x									
Recruitment & Selection															
Receive applications	Applications received	Completed	Admission Offices		x	x	x	x	x						
Review submitted applications and highlight missing documents	applicants are informed about missing documents	Completed	Admission Offices		x	x	x	x	x	x					
Align with the testing office on specific testing windows for USP V applicants	Testing dates set	Completed				x	x	x							

Identify students who will be invited for testing based on their high school grades	Scholars invited for testing	Completed	AVP EM& Admission Offices								x	x	x			
Schedule meetings for overall review of students database: region, gender, school grades, english and sophomore exam grades	Students evaluated	Completed	Selection Committee								x	x	x	x		
Identify a list of top candidates who will be invited for interviews	Scholars invited for Admissions and Financial Aid interviews	Completed	AVP EM& Admission Offices									x	x	x	x	
Collect BAC II and technical Baccalaureate results of shortlisted candidates	BAC II results collected		Admission Offices											X	X	
Schedule meetings for the review of tested students database: region, gender, school grades, english and sophomore exam grades, interview performance, financial aid assessment and BAC II results	Students evaluated		Selection Committee										x	x	x	
Select a preliminary list of 54 finalists	54 scholars highlighted for potential selection		Selection Committee										x	x	x	
Create a waiting list of 2 nd tier applicants	Waiting list created		Selection Committee										x	x	x	
Collect USAID approval on the 54 final candidates and the waiting list	List reviewed and approved		AVP EM										x	x	x	
Send provisional acceptances to the selected 54 applicants	54 provisional acceptances sent		Admission Offices											x	x	
Send final acceptances to the selected 54 applicants	Final 54 acceptances sent		Admission Offices											x	x	x
Collect the signature of accepted scholars on anti-terrorist certifications	Anti-terrorist certificates signed by all selected scholars		Admission Offices											x	x	x
Provide USP V scholars with written confirmation of their scholarship & its details	Scholars receive their confirmation letters		Admission Offices											x	x	x
Career Counseling																

Program Summary

1. Duration: the period of the agreement is September 30,2013 to September 29,2018
2. Objectives: LAU to enroll as of Fall 2014, 56 academically qualified and financially needy male and female students with demonstrated potential for leadership and civic engagement from both rural and urban areas, representing Lebanon's diverse confessional makeup.
3. Scope:
 - a. Students with regular baccalaureate degree may be enrolled in one the following 21 majors: Business, Chemistry, Communication Arts, Computer Science, Economics, Education, English, Graphic Design, Hospitality and Tourism Management, Mathematics, Nursing, Nutrition, Political Science, International Affairs, Psychology, Social Work, Civil Engineering, Computer Engineering, Electrical Engineering, Industrial Engineering and Mechanical Engineering.
 - b. Students with a technical baccalaureate degree may be enrolled in one of the following 8 majors: Business, Communication Arts, Education, Hospitality and Tourism Management, International Affairs, Nursing, Political Science and Psychology.
 - c. The award will cover: Tuition fees for the duration of the program including one preparatory year if needed, Medical Insurance, Book allowance, Student housing or Transportation Allowance, a Monthly Stipend for a maximum of 11 months per year and a Laptop.
4. Key Activities and Phases:
 - a. Advertisement and production
 - b. Recruitment
 - c. Orientation
 - d. Housing and other facilities
 - e. Intensive English and Tutoring
 - f. Academic Formation
 - g. Extra-curricular activities and Leadership
 - h. Career Development and Internships

Progress during this Quarter – Key Achievements

The focus in Quarter III was to collect students' applications, screen them and select candidates for LAU entrance exams and interviews.

Detailed Progress

I- Receiving students' applications

In conjunction with USAID, the application deadline was extended from March 31, 2014 to April 30, 2014. This extension gave students time to collect their grades and submit their applications. LAU admission offices contacted the visited schools and informed them about the deadline extension. By end of April 2014 the total number of applications received was 861 distributed among governorates and mixed between male

and female applicants.

The Admissions offices reviewed all applications, contacted students to provide the missing information, and conducted a due diligence check for all program requirements. In the first week of May 815 applications were completed and ready to be considered for the first selection phase.

II- Running LAU Entrance Exams

In total the top 716 applicants were called by the Admission offices in both campuses and were asked to register for the exams. These 716 applicants were fairly distributed by gender, geographic region and major. Two exam sessions were planned and done, the first one in Beirut campus on May 10, 2014 and the second one in Byblos campus on May 17, 2014

Out of the 716 applicants, 592 took the SE and EEE exams and around 33% of the students were eliminated because they scored below the minimum acceptable grades. Results were entered in the applicants' database to prepare for the interview selection phase.

III – Running the Interviews:

- Applicants were grouped by major and a minimum score on each of the SE and EEE exams were set for every major for the applicant to qualify for the interviewing selection phase.
- LAU called the academically top 226 students for selection and financial aid interviews.
- The aim of the selection interview was to assess applicants' potential leadership skills, community service activities, social engagement and communication skills.
- To facilitate this task a scorecard was developed and students were graded separately by each committee member. Grades were later consolidated and averages calculated.
- Two selection interviewing committees were formed, one in each Campus.
- The aim of the financial aid interview was to assess and confirm the financial status of each applicant.
- Financial aid interviews were led by the Financial Aid Director of every Campus and were done on the same day of the selection interview.
- Beirut campus interviews were held on June 23,24,25,26,27,30 and July 1,2,3,4; Byblos campus interviews were held on June 23,24,25,26,30 and July1.

Challenges during this Quarter

No Challenges were faced during this quarter.

Planned Activities for next Quarter

The main activities that will be undertaken during quarter IV are:

- 1- Select 56 scholars
- 2- Create a waiting list of 2nd Tier applicants
- 3- Send final acceptances to the selected 56 applicants
- 4- Collect scholars' signature on letters of understanding explaining the conditions of the scholarship & the responsibilities of LAU & the student and on anti-terrorism certifications.
- 5- Organize a special career counseling workshop
- 6- Organize a special multi-day orientation program
- 7- Assign rooms for all scholars who wish to stay in LAU dorms